

BEST COPY
AVAILABLE

THE WHITE HOUSE
WASHINGTON

January 29, 1966

Dear Mr. Knott:

It has become increasingly apparent that additional interagency arrangements can be helpful in assuring an orderly approach by the Executive Branch to the housing of its departments and agencies in the National Capital Region. The Federal interest in the National Capital Region requires complete coordination of planning and action among the Federal agencies which develop plans or make decisions affecting the region. It is necessary also that appropriate consideration be given to redevelopment programs for the District of Columbia and to plans and programs for the rapid transit system authorized by the National Capital Transportation Act of 1965, P.L. 89-273, approved September 8, 1965.

ILLEGIB

One of the basic missions of the General Services Administration is that of initiating and maintaining plans and programs for the effective and efficient acquisition and utilization of federally-owned and leased space. To assist you in fulfilling this mission, you are directed to create an Advisory Committee on Federal Buildings in the National Capital Region. The committee should be composed of you as chairman; the Chairman of the National Capital Planning Commission, the National Capital Regional Planning Council, and the Commission of Fine Arts; a designee of the Secretary of Defense; the Engineer Commissioner, District of Columbia; and representatives of such other Federal agencies as you determine to be appropriate. My Advisor for National Capital Affairs, Mr. Charles Horsky, and staff representatives designated by the Director of the Bureau of the Budget will participate in the work of the committee as observers.

You are to develop and maintain currently, with the advice of the advisory committee, current and long-range plans for the provision of Federal office and related space in the National Capital Region. More specifically the committee should consider and advise with respect to the following matters as they apply to Federal space needs:

1. Current and long-range plans and programs for the housing of Federal agencies in the National Capital Region.
2. Economic aspects of such plans and programs such as losses of tax revenue, vacancy rates in commercial office space, ratio of leased to Government-owned space, relocation costs, and programing and financing for other related public works improvements such as roads, rapid transit, etc.

3. Relationship of such plans and programs to land use, population density, zoning, public transportation, and traffic capacity of streets and highways.

4. Current agency space assignments and growth potential in relationship to possible consolidations within specified geographical areas, taking into account the reuse of Government-owned buildings to be vacated and available Government-owned sites.

5. Relationship of Federal construction projects to long-range development programs of the District of Columbia and of the governments in the suburban areas in Maryland and Virginia.

6. Project priorities based on urgency of need and availability of resources.

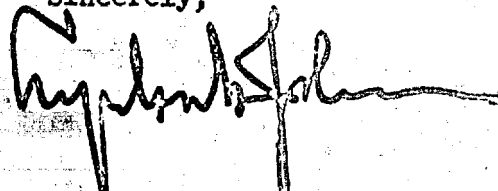
7. Decentralization or dispersal of agencies or units within an agency.

These functions and responsibilities are to be achieved in consonance with the major purposes and objectives of the Year 2000 Plan; my memorandum of November 27, 1962, on the Planning and Development of the National Capital Region; Executive Order No. 11035 of July 9, 1962, entitled "Management of Federal Office space"; the report of the President's Ad Hoc Committee on Federal Office Space of May 23, 1962; plans for the development of Pennsylvania Avenue; and plans for the development of a rapid transit system. In carrying out its advisory functions and responsibilities the committee shall have due regard for the comprehensive plan for the National Capital prepared by the National Capital Planning Commission in accordance with the National Capital Planning Act of 1952.

Please send a copy of this letter to the head of each executive department and agency and also cause it to be published in the Federal Register. The head of each department and agency will be expected to cooperate fully with you and provide such information and assistance as you may require in implementing the purposes and objectives of this letter and the functions of the advisory committee. Reports of progress should be submitted to me from time to time as circumstances may dictate.

Nothing herein derogates from the existing authority of any department or agency.

Sincerely,



Honorable Lawson B. Knott, Jr.
Administrator, General Services
Administration